

EUCALYPTUS GROVE OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
January 14, 2016 (6:PMish)
Goleta Valley Community Center (Room 6)
5679 Hollister Ave., Goleta
(Subject to Board's approval)

Board members present: Craig Nicholson, Joe Mora, Cathy Leyva, Howard Lange, Jaime Escobedo.

Homeowners Present: several owners stayed from the Annual Meeting.

Management: James Nguyen & Bob Bartlein of Bartlein & Company, Inc.

Call to Order: Meeting called to order at around 6:35PM.

Elections of Officers:	Craig Nicholson	President
	Cathy Leyva	Secretary
	Jaime Escobedo	Treasurer
	Joe Mora	Vice-President
	Howard Lange	At Large

Owners Requests:

Various reports of damaged rain gutters

Approval of Minutes (12/17/15): Joe moved & Howard seconded. Unanimously approved.

Treasurer's Report

	Dec. 2105	YTD
Total Income	\$70,110.00	\$ 804,765.01
Op. Expenses	24,699.04	468,520.94
Reserve Expenditures	0.00	16,975.97
Total Expenditures	24,699.04	485,496.91
Transfer to Reserve	45,410.96	428,634.10
Transfer from Reserve	00.00	110,990.00
Balance in Savings	\$1,965,966.10	
Due from Unit Owners	\$18,853.89	
Total Assets	\$1,989,819.99	

Operating Expenses are about 7.7+%+ over on cash basis.

Treasurer's Report unanimously accepted. (Kathy moved & Joe seconded).

Landscape Report: Joe reported that landscape drains are old, filled with dirt and cracked from tree roots and age. Reported a near creek overflow during storm. And Envirosaping is waiting on new gate system to be installed prior to planting of entryway.

Vendor Evaluation: Board commended Envirosaping for their clean up work around the complex during and after the storms.

Old Business:

- a) Updating governing documents: (special board meeting on 2/8/16 @ 6PM @meeting room); James to provide hard copy of existing governing documents to those board members in need.
- b) Front Gate System moving along
- c) Draft Letter re handicapped parking spaces-tabled for now

New Business:

- a) Annual treatment of Euc trees by SB Pest for \$2,680.00- Joe Motioned to proceed, Jaime 2nd. Unanimously approved.
- b) Beachside bid to replace sewer line from 7630 (by #121) to Goleta Sanitary West connection for \$6,800. Cathy motioned, Joe 2nd. Unanimously approved.
- c) Designated smoking areas discussed. No action taken.
- d) Statement of Information (Board received copy of annual disclosure)
- e) Recording liens: none at this time.

Next meeting 2/11/16, at 6PM, at Meeting Room at 7610 Hollister.

Meeting adjourned at around 7:15PM.

Submitted by Matt Mora, Scribe.

**EUCALYPTUS GROVE OWNERS ASSOCIATION
SPECIAL BOARD OF DIRECTORS MEETING
FEBRUARY 08, 2016 (6PM)
7610 Hollister Ave., Goleta (Meeting Room)
(Subject to Board's Approval)**

Board members present: Craig Nicholson, Joe Mora, Cathy Leyva, Howard Lange, and Jaime Escobedo.

Homeowners present: Ashley Swanger of 7620 unit 221

Requests by Owners: None

Old Business: Updating governing documents.

Board members discussed differences in drafts. Comparing definitions and terms of the current governing documents to those of a new document provided by an attorney.

Meeting Adjourned: 7:10

Next Special Meeting: 2/22/16

Submitted by Matt Mora, Scribe.

**EUCALYPTUS GROVE OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
FEBRUARY 11, 2016 (6PM)
7610 Hollister Ave., Goleta (Meeting Room)
(Subject to Board's Approval)**

Board members present: Craig Nicholson, Joe Mora, Cathy Leyva, Howard Lange. Absent was Jaime Escobedo.

Homeowners present: None

Management: James Nguyen of Bartlein & Company, Inc.

Call to Order: Meeting called to order at around 6:02PM

Owners Requests:

N/A

Approval of Prior Meeting Minutes (1/14/16) Joe Motioned to approve the prior minutes, Cathy seconded. Unanimous approved.

Treasurer's Report

	Jan 2016	YTD
Total Income	\$63,085.00	\$63,085.00
Op. Expenses	24,811.43	24,811.43
Reserve Expenditures	0.00	0.00
Total Expenditures	24,811.43	24,811.43
Transfer to Reserve	38,273.21	38,273.57
Transfer from Reserve	0.00	0.00
Balance in Savings	\$2,005,227.31	
Due from Unit Owners	\$ 19,999.70	
Total Assets	\$2,030,227.01	

Operating Expenses are about 2.5%+ under on cash basis

Treasurer's Report unanimously accepted (Joe moved & Cathy seconded)

Landscape Report: Finishing off drip conversion in front of complex and Joe is submitting water saving rebates to Goleta water district. Six trees have been planted throughout the complex. Broken water main was repaired. Joe suggested the replacement of some broken car stops in the parking lot. -Cathy motioned to authorize Joe to replace broken wheel stops with plastic wheel stops with a budget not to exceed \$1,500.00 (Craig seconded, Joe abstained) Unanimous.

-Joe also mentioned finishing of water sealing at the 7638 building. He also suggested the resealing of 7602 Unit 101 where liner was visibly peeling from side and to repair the grout at the V-ditch.

Vendor Evaluation: Enviroscaping: doing a great job. Tropical Pools: James to remind Tropical Pools re dealing with foamy Jacuzzi.

Old Business:

- a. Updating governing documents: in process of updating
- b. Front Gate system: in progress of being updated
- c. Draft Letter re handicapped parking space- needs to be revised with minor adjustments per Cathy's suggestions and Craig will sign.
- d. Smoking designated areas: Possible locations to be reviewed and voted on. Need proposal from Joe with prices for benches and cigarette butt disposal units.

New Business

- a. Creek drainage: contact Cal Trans or County Flood Control to find out how often Freeway side of drain is maintained
- b. Wood repairs- None
- c. Recording Liens: Unit 364: Joe motioned to record a lien, Cathy seconded. Unanimous

Next Meeting 3/10/16 at 6PM, at Meeting Room at 7610 Hollister.

Meeting adjourned at 7:37PM

Submitted by Matt Mora, Scribe.

**EUCALYPTUS GROVE OWNERS ASSOCIATION
SPECIAL BOARD OF DIRECTORS MEETING
FEBRUARY 22, 2016 (6PM)
7610 Hollister Ave., Goleta (Meeting Room)
(Subject to Board's Approval)**

Board members present: Craig Nicholson, Joe Mora, Cathy Leyva, Jaime Escobedo. Howard Lange absent.

Homeowners present: Stuart Kasdin of 7636 Unit 258

Requests by Owners: Owner asked about “no playing in creek” sign and suggested it should say unless supervised by adult. Asked if sign could be changed because kids are now playing in parking lot. Board told owner in the CC&R’s and by-laws state very clearly that children should not play in common areas including creek and parking lots. It’s unsafe.

Old Business: Updating governing documents.

Board members discussed differences in drafts. Comparing definitions and terms of the current governing documents to those of a new document provided by an attorney. Board agreed to allow Cathy and Craig to draft their version of definitions and then to present their version to the Board for approval.

Meeting Adjourned: 7:40

Next Special Meeting: 3/24/16, at 6PM, at 7610 Hollister (Meeting Rm)

Submitted by Matt Mora, Scribe.

EUCALYPTUS GROVE OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
MARCH 10, 2016 (6PM)
7610 Hollister Ave., Goleta (Meeting Room)
(Subject to Board's Approval)

Board members present: Craig Nicholson, Joe Mora, and Jaime Escobedo.
Cathy Leyva and Howard Lange both absent.

Homeowners present: Teresa Stiff of #349.

Management: James Nguyen of Bartlein & Company, Inc.

Call to Order: Meeting called to order at around 6:01PM

Owners Requests: Ant problem at 7632 building. Questioned the progress of the front gate.

Approval of Prior Meeting Minutes (2/8/16, 2/11/16, 2/22/16) Joe moved to approve the prior minutes, Jaime seconded. Unanimous.

Treasurer's Report

	Feb 2016	YTD
Total Income	\$64,165.00	\$127,250.00
Op. Expenses	38,260.27	63,071.70
Reserve Expenditures	0.00	0.00
Total Expenditures	38,260.27	63,071.70
Transfer to Reserve	25,904.73	64,178.30
Transfer from Reserve	0.00	0.00
Balance in Savings	\$ 2,032,102.27	
Due from Unit Owners	\$ 20,047.81	
Total Assets	\$ 2,057,150.08	

Operating Expenses are about 2%+ under budget on cash basis.

Treasurer's Report unanimously accepted (Joe moved & Jaime seconded)

Landscape Report: Replaced car stops. Goleta water district is in process of water saving rebate. Surface drains are now in working order. Possible replacing of aggregate sidewalks (James & Joe will walk the complex and mark areas. Enviroscaping will give bid).

-Jaime motioned to remove sidewalk and replace possible trip hazard at 7640 unit 270 for the price of \$4,500.00. Craig seconded. Joe abstained. Approved.

Vendor Evaluation: Enviroscaping: doing a great job.

Old Business:

- a. Updating governing documents: in process of reviewing and updating by Board.
- b. Front Gate system: in progress of being updated. Confirmation notice distributed and mailed to off site owners.
- c. Handicapped parking space in Phase I - no longer needed. Joe motioned to convert handicapped space to 24 hour space. Jaime seconded. Unanimous.
- d. Smoking designated areas: proposal requested for 7640 building site.

New Business

- a. Wood repairs: Joe motioned to replace mid - landings with Trex composite by Beachside at the rate of two buildings per month. Jaime seconded. Approved.
- b. #335 siding and landing.
- c. #127 modification request (water softener, water heater, extra window) - owner needs to come to board meeting.
- d. Parking: Vehicles with expired registration in assigned space - expired tags will get 6 month warning from the Board before towing.
- e. Reserve study-Joe motioned to accept proposal from JD Brooks to do reserve study for 2017 budget for \$1,480. Jaime seconded. Unanimous
- f. Resurfacing common deck landing - need another bid; rec'd one from Home Roofing.
- g. Master Clean (price adjustment) price adjusted from \$575/mth to \$880/mth. Joe motioned to accept adjustment. Jaime seconded. Approved.
- h. Recording Liens: Unit 364. Joe motioned to record a lien. Jaime seconded. Unanimous.

Next Meeting 4/14/16 at 6PM, at Meeting Room at 7610 Hollister.

Meeting adjourned at 7:41PM

**EUCALYPTUS GROVE OWNERS ASSOCIATION
SPECIAL BOARD OF DIRECTORS MEETING
MARCH 24, 2016 (6PM)
7610 Hollister Ave., Goleta (Meeting Room)
(Subject to Board's Approval)**

Board members present: Craig Nicholson, Joe Mora, Cathy Leyva, Jaime Escobedo, and Howard Lange.

Meeting called to order: 6:02PM.

Requests by Owners: None.

Old Business: Updating governing documents.

Board discussed, evaluated and reviewed Introductory recitals and Article I (definitions).

Board accepted text with minor modifications. Some text was flagged for further review by attorney.

To continue with this progress, Board agreed to hold a dedicated 1-hour session on CC&R revision after the regular Board meeting on April 14.

Meeting Adjourned: 6:50PM

Next Meeting: 4/14/16, at 6PM, at 7610 Hollister (Meeting Rm)

Submitted by Craig Nicholson, Bd Pres.

EUCALYPTUS GROVE OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
April 14, 2016 (6PM)
7610 Hollister Ave., Goleta (Meeting Room)
(Subject to Board's Approval)

Board members present: Craig Nicholson, Joe Mora, Cathy Leyva and Howard Lange.
Jaime Escobedo absent.

Homeowners present: Teresa 349, Kris Hall 351, Bill Myers 244, Jytte Kronberg 345.

Management: James Nguyen of Bartlein & Company, Inc.

Call to Order: Meeting called to order at around 6:03PM

Owners Requests:

Kris Hall 351: Certain things being enforced are not important i.e. plants on front porch. Why aren't BBQ's and oversized washer and dryers not being enforced? Board restated that it is a case by case situation and will only enforce safety hazards such as plants and boxes that block emergency officials from entering unit.

Jytte Kronberg- Received message from Management asking her to remove plants and patio furniture on front landing of her unit (335). Wanted to know why now when she's had the same for many years. Board will look at her landing and make decision later.

Bill Byars- there to support neighbor Jytte and thinks her front landing is very attractive.

Teresa- there to observe board meeting.

Approval of Prior Meeting Minutes

Joe Motioned to approve the prior meeting minutes with revision (New Business #D Parking: residents will NOT get 6 month warning), Craig seconded. Howard abstained. Unanimous.

Treasurer's Report

	Mar 2016	YTD
Total Income	\$68,557.96	\$195,807.96
Op. Expenses	45,689.12	108,760.82
Reserve Expenditures	2,830.00	2,830.00
Total Expenditures	48,519.12	111,590.82
Transfer to Reserve	18,812.84	82,991.14
Transfer from Reserve	1,877.84	1,877.00
Balance in Savings	\$ 2,050,096.49	
Due from Unit Owners	\$ 17,123.04	
Total Assets	\$ 2,072,219.53	

Operating Expenses are about 0.4%+ above on cash basis

Treasurer's Report unanimously accepted (Joe moved & Howard seconded)

EUCALYPTUS GROVE OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
MAY 12, 2016 (6PM)
7610 Hollister Ave., Goleta (Meeting Room)
(Subject to Board's Approval)

Board members present: Craig Nicholson, Joe Mora, and Howard Lange.
Cathy Leyva and Jaime Escobedo both absent.

Homeowners present: Elena Richie of #Unit 368

Management: James Nguyen of Bartlein & Company, Inc.

Call to Order: Meeting called to order at around 6:01PM

Owners Requests:

-Elena's neighbor smoking at all hours; Cigarette smoke coming into her unit.
Board assured her that they would have Management notify her neighbor and that they are working on smoking stations around the association to hopefully entice smokers to smoke away from units and neighbors
-Also, Elena's front landing is sloping towards building instead of away causing water issues when it rains. Board will look into it and deal accordingly.

Approval of Prior Meeting Minutes:

Joe Motioned to approve the prior minutes with revisions (Owners Request: Unit is 345 not 355...Board asked Ms. Kronberg to remove plants and furniture because it had accumulated over time blocking access.) Howard seconded. Unanimous.

Treasurer's Report

	April 2016	YTD
Total Income	\$66,505.00	\$262,312.96
Op. Expenses	18,370.82	127,131.64
Reserve Expenditures	0.00	2,830.00
Total Expenditures	18,370.82	129,961.64
Transfer to Reserve	48,134.18	131,125.32
Transfer from Reserve	0.00	1,877.00
Balance in Savings	\$ 2,099,277.32	
Due from Unit Owners	\$ 17,356.06	
Total Assets	\$ 2,121,633.38	

Operating Expenses are about 3%+ under budget on cash basis through last month.

Treasurer's Report unanimously accepted (Howard moved & Joe seconded)

Landscape Report: Joe is working on proposals for smoking stations and doggie stations installations. Fifteen trees were planted across the complex. Joe advised that Jose Soto would be taking the next week off and a replacement guy would cover him. There was also a bear sighting on Eucalyptus Grove property in the creek near the freeway, authorities took care of the bear.

Vendor Evaluation:

- Water was left running at the pool.
- Difficulty getting Smittys Towing to respond fast enough with illegally parked vehicles.

Old Business:

- a. Updating governing documents: in process of updating
- b. Front Gate system: in progress of being updated. Board authorized purchase of lap top computer for the new gate system, with price not to exceed \$1,000.00. Joe motioned, Howard seconded. Unanimous.
- c. Parking policy storing vs. parking tabled for full board.
- d. #335 siding & landing-starting soon.
- e. Management to send a notice that after June 20, 2016, bikes left behind in both bike racks will be purged.

New Business

- a. Wood repairs- none.
- b. #127 modification request; no action taken - owner needs to come to Board.
- c. Board accepted bid for \$4,680.00 from Beachside to repair and to resurface deck landing at 7620 #320 & 321.
- d. Asphalt bids- tabled for full board.
- e. Replacement of furnace in #315 attic – tabled as owner was not present.
- f. Roll off dumpster from Marborg- management to put up notice telling residents there will be roll off dumpster for big items June 9-20th.
- g. Recording liens- none.

Next Meeting 6/09/16 at 6PM, at Meeting Room at 7610 Hollister.

Meeting adjourned at 7:21PM

Submitted by Matt Mora, Scribe.

EUCALYPTUS GROVE OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
JUNE 09, 2016 (6PM)
7610 Hollister Ave., Goleta (Meeting Room)
(Subject to Board's Approval)

Board members present: Craig Nicholson, Joe Mora, Howard Lange, Cathy Leyva and Jaime Escobedo.

Homeowners present: Elena Richie of Unit 368, Alicia Hendricks of Unit 315, Ruth Gross of Unit #332, Bruce Talgo of Unit 314, Shannon Unit 250

Management: James Nguyen of Bartlein & Company, Inc.

Call to Order: Meeting called to order at around 6:01PM

Owners Requests:

Elena #368: Observing the meeting.

Alicia #315: Wanted board approval to convert attic into a useable loft space. The board reminded Ms. Hendricks that in the association governing documents, it states that the attic is common area and unfortunately cannot be altered.

Ruth #332: Told the board that somebody was tampering with a water shutoff valve in the pool area. Board decided to replace valve handle with removable one so only authorized people can shut it off.

Bruce #314: Observing.

Shannon #250: Came to board wanting approval for her child's birthday party at the pool. The board reminded her that each owner is only allowed to bring two guests to the pool. Any more would violate the CC&R and not be allowed. Board can not make exception for one owner and not the rest.

Approval of Prior Meeting Minutes Joe Motioned to approve the prior minutes Jaime seconded. Unanimous.

Treasurer's Report

	May 2016	YTD
Total Income	\$66,350.00	\$328,662.96
Op. Expenses	24,965.71	152,097.35
Reserve Expenditures	0.00	2,830.00
Total Expenditures	24,965.71	154,927.35
Transfer to Reserve	41,384.29	172,509.61
Transfer from Reserve	0.00	1,877.00
Balance in Savings	\$ 2,141,776.97	
Due from Unit Owners	\$ 16,743.21	
Total Assets	\$ 2,163,520.18	

Operating Expenses are about 6%+ under on cash basis

Treasurer's Report unanimously accepted (Joe moved & Howard seconded)

Landscape Report: (Board to consider & possibly vote on...)

Continuing with regular maintenance. The gopher problem was controlled. Joe noticed a stair rail in Phase 3 was rotting and needs replacement. Joe wants Action Tree to come in and trim all the Jacaranda and Tipuanas. Board agreed to give budget of \$4,000 not to exceed amount. Howard motioned to accept Cathy seconded. Unanimous.

Vendor Evaluation:

-Jose from Enviroscaping is doing a great job.

-Sweeping sauna out better now.

Old Business:

- Updating governing documents: Board to make individual "wish list" to be reviewed next meeting.
- Front Gate system: new computer purchased and in progress of update.
- Parking policy board decided that ALL cars need to be registered in complex
- #335 siding & landing-in progress.
- Smoking designated area: Board voted to accept a bid from Enviroscaping to install smoking station for \$2,200 at 7638 building with bench ash tray, doggie station, roadbase. Cathy motioned, Jaime seconded, Joe abstained. Unanimous
- Bike rack purging scheduled for 6/20/16.
- Roll off dumpster planned for 6/9/16 - 6/20/16 in Phase 3.
- Asphalt bids- tabled. Board members will check asphalt.

New Business

- a. Wood repairs- none
- b. 7628 #117 packed unit. Owner has hired Service Pro coming to clean part of unit and treat mold.
- c. Overflowing water at pool. Board wants handle removed water shutoff.
- d. Slab leak receipts- waiting for receipts
- e. Recording liens: to be recorded if not paid at end of month. Unit 107 (2 months worth) and Unit 226 (2 months worth). Cathy motioned. Joe seconded. Unanimous.

Next Meeting 7/14/16 at 6PM, at Meeting Room at 7610 Hollister.

Meeting adjourned at 7:55PM

Submitted by Matt Mora, Scribe.

Landscape Report: Mostly maintenance, weeding, trimming. Joe submitted a bid to replace trees in creek by planting 15 trees. If bid is less than \$2,000 Cathy motioned to accept bid. Howard seconded. Joe abstained. Unanimous. Joe also mentioned Jose reported stealing of toilet paper from all restrooms at the pool and gym.

Vendor Evaluation: Matt Mora saved the association money by fixing pool equipment room door.

Old Business:

- a. Updating governing documents: in process of updating
- b. Front Gate system: in progress of being updated. Confirmation notice distributed and mailed to off site owners. May 1 Consolidated door can start.
- c. Parking policy- All vehicles must be currently registered with DMV. If not they are storing not parking.
- d. Smoking designated areas: tabled

New Business

- a. Wood repairs: two buildings per month will have mid landings replaced with Trex.
- b. #335 siding and landing-charge owner proportionally for landing and siding repairs.
- c. #127 modification request: no show (tabled).
- d. Resurfacing common deck landing 7620 #321 and #320- tabled.
- e. Request by #252 re pot common area- Board decided against and not to allow.
- f. Pool equipment door- fixed
- g. Recording liens- none

Next Meeting 5/12/16 at 6PM, at Meeting Room at 7610 Hollister.

Meeting adjourned at 7:41PM

Submitted by Matt Mora, Scribe.

**EUCALYPTUS GROVE OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
JULY 14, 2016 (6PM)
7610 Hollister Ave., Goleta (Meeting Room)
(Subject to Board's Approval)**

Board members present: Craig Nicholson, Joe Mora, Howard Lange, Cathy Leyva and Jaime Escobedo.

Homeowners present: None

Management: James Nguyen of Bartlein & Company, Inc.

Call to Order: Meeting called to order at around 6:01PM

Owners Requests:
None.

Approval of Prior Meeting Minutes Joe Motioned to approve the prior minutes (6/9/16) Jaime seconded. Unanimous.

Treasurer's Report

	June 2016	YTD
Total Income	\$65,410.00	\$394,072.96
Op. Expenses	22,807.93	174,905.28
Reserve Expenditures	0.00	2,830.00
Total Expenditures	22,807.93	177,735.28
Transfer to Reserve	42,602.07	215,111.68
Transfer from Reserve	0.00	1,877.00
Balance in Savings	\$ 2,185,443.62	
Due from Unit Owners	\$ 17,052.05	
Total Assets	\$ 2,207,495.67	

Operating Expenses are about 9%+ under on cash basis

Treasurer's Report unanimously accepted (Howard moved & Joe seconded)

Landscape Report: Continuing with regular maintenance. Action Tree Care used \$3,750.00 of their \$4,000.00 budget but need another three days at least to complete work throughout complex. Board voted on a motion to allocate another \$4,000.00 to continue tree work. Howard motioned, Jaime seconded motion. Unanimous approved. Joe also shared that work on doggie/smoking

station to be completed this month. Joe brought in a proposal from enviroscaping to add to the landscape improvements at 7620 and 7632 for \$2,380.00. Cathy motioned to accept the proposal for landscape improvements, Jaime seconded. Joe abstained. Unanimous.

Vendor Evaluation:

-Pool overflowing, handle left on. Raccoon opened valve when standing on it.

Old Business:

- a. Updating governing documents: Board to make individual “wish list” to be reviewed next meeting.
- b. Front Gate system: Management suggested, for a fresh start, to issue all new clickers and cards at no direct cost to individuals. Board voted to continue to use existing cards & clickers. Individuals can exchange for new if their existing cards or clickers have unreadable numbers. Management will work on data spreadsheet.
- c. #335 siding and landing repair - scheduled for next month.
- d. Bike rack purging 6/20/16-bikes successfully purged. OK to donate abandoned or unclaimed bikes to charity.
- e. Asphalt bids - tabled for next year
- f. 7628 #117 Packed unit-waiting for County Vector Control inspection.
- g. Receipts from slab leak - still nothing from #254.

New Business

- a. Wood repairs- none at this time.
- b. Enviroscaping contract renewal- Cathy motioned, Howard seconded. Joe abstained. Unanimous approved.
- c. Recording liens: none.

Next Meeting 8/11/16 at 6PM, at Meeting Room at 7610 Hollister.

Meeting adjourned at 8:08 PM

Submitted by Matt Mora, Scribe.

EUCALYPTUS GROVE OWNERS ASSOCIATION
Board of Directors Meeting
August 11, 2016 — 6:00 PM
(Subject to Board's Approval)

I. Call Meeting to Order

- Meeting was called to order at 6:01 PM.
- Board Members Present: Craig Nicholson, Kathy Leyva, Joe Mora, Jaime Escobedo. (Howard Lange was absent).
- James Nguyen represented Bartlein and Company, Inc.
- Matt Mora, scribe absent.
- Other Owners: Elana Ricci; Clare Lenard.

II. Request by Owners:

- Cathy Leyva - invasion of ants. Joe will put extra bait boxes.
- Elena Ricci (#368) - wants to observe; drip irrigation; would like bougenvilla.
- Clare Lenard (#335) - there for daughter: Black Mercedes in assigned space is registered as non-operative and Board gave until end of this month to have it removed from complex; front porch is being repaired and contractor found no damage (Board received email from Beachside stating that no dry rot was found on deck). Consequently, owner will not be charged for work being done.

III. Approval of Prior Meeting Minutes (7/14/16)

- Correction Under Old Business: Front Gate System - Board voted to keep clickers and access cards and Cathy voted against.
- Minutes approved with correction. (Joe moved & Jaime seconded).

IV. Treasurer's Reports

	July 2016	YTD
• Total Income	\$65,900.00	\$459,972.96
• Operating Expenses	\$25,865.58	\$200,770.86
• Reserve Expenditures	\$3,750.00	\$6,580.00
• Total Expenditures	\$29,615.58	\$207,350.86
• Transfer to Reserve	\$36,284.42	\$251,396.10
• Transfer From Reserve	\$0.00	\$1,877.00
• Expenses are about 11+% below target on a cash basis.		
• Total in Savings: \$2,222,799.16.		
• Due from unit owners \$17,740.34		
• Total assets: \$2,245,539.50		
• Unanimously accepted (Joe moved & Cathyn seconded).		

- Landscape by Joe: Designated smoke area installed (Board approved payment & Joe abstained); front planting is done; Action Tree to meet on Monday 8/15/16 to go over more trees that need to be trimmed; will submit bid for sidewalk repairs soon; Board approved to install 20 bougenvillas.
- Tall ground light out by #225; Pagoda light between 7624 & 7626 broken; pool sign; #248 old toilet left at trash enclosure; #233 downstairs patio messy.

V. Old Business

- a) Updating the governing documents: tabled.
- b) Front gate system: Board approved to have Consolidated Overhead to complete the installation of the new system by 8/31/16; OK to give out one temporary universal code to all owners & residents to use in case their clickers or access cards do not work; OK to pay Consolidated Overhead \$3,999 for the new supply of clickers & cards and for inputting them in the gate system; OK to use non-805 phone numbers and OK to sign up for 7.5 cents per minute long distance plan;
- c) #335 siding repair (see above);
- d) Asphalt repair: wait until next year;
- e) 7628 #117 packed unit: owner is complying with Vector Control to deal with rodent entry points and will have another inspection on 8/27/16.
- f) Board received receipt from slab leaks from #203 and James will check with unit owner if they were covered by unit owner's insurance. If not, Association will reimburse owner. Association is still waiting for receipts from #254.

VI. New Business

- a) Cal Trans re grate on north side of freeway by Winchester - have not received response from Cal Trans;
- b) Possible insurance claim re #102 & #203 re slab leak: filed with association insurance;
- c) 7634 #352 & #353 (Howard): not present.
- d) Wood repairs (if needed): none at this time.
- e) Recording liens: none at this time.

VII. Executive Session (to discuss collection on balance in arrears)

VIII. Adjournment (Next Regular Board Meeting— 9/8/16 at 6PM at 7610 Meeting Room)

- Meeting was adjourned around 7:45PM.

**EUCALYPTUS GROVE OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING**

**September 8, 2016 (6PM)
7610 Hollister Ave., Goleta (Meeting Room)
(Subject to Board's Approval)**

Board members present: Craig Nicholson, Joe Mora, Cathy Leyva and Howard Lange.
Jaime Escobedo absent

Homeowners present: Sharon Miller of Unit 263; Lois Cunningham of #254.

Management: James Nguyen of Bartlein & Company, Inc.

Call to Order: Meeting called to order at around 6:03PM

Owners Requests:

Sharon: Requested approval from the board to install new windows and new sliders in her unit. Came with an estimate from Bella View window showing the new windows will match the existing windows in style and color. Cathy motioned to approve request and Joe seconded. Unanimously approved. Sharon also requested approval for lattice replacement around her patio Joe motioned to accept her request as long as the new lattice matched existing lattice. Cathy seconded. Unanimously.

Approval of Prior Meeting Minutes Joe motioned to approve the prior minutes with revisions (Board members Present: Cathy not Kathy. Request by owners: Black Mercedes in assigned space is registered as non operative and Board gave until end of this month to register it operational or to have it removed from complex.) Cathy seconded. Unanimous.

Landscape Report: Big application for ants. Jose setting traps under buildings. Bougainvillea planted around property for color. Action tree needs another two days to finish tree trimming of Tipuanas and Jacarandas. Howard motioned and Cathy seconded to allow them the extra two days, Unanimous. Fence posts rotting around property. Joe will make a proposal to replace around complex. Joe provided proposal for sidewalk replacement @ 7610 for \$1,200 and 7606 for \$8,300. Cathy motioned to accept proposals, Howard seconded, Joe abstained. Unanimous. Joe also gave a proposal for new designated smoking area for \$2,100. Howard motioned, Cathy seconded. Joe abstained. Unanimous.

Treasurer's Report

	Aug 2016	YTD
Total Income	\$68,200.00	\$528,172.96
Op. Expenses	32,678.43	233,449.29
Reserve Expenditures	9,415.00	15,995.00
Total Expenditures	42,093.43	249,444.29
Transfer to Reserve	26,106.57	277,502.67
Transfer from Reserve	0.00	1,877.00

Balance in Money Market \$270,008.81 + \$1,940,000 in CDARs
Operating Expenses are about 12%+ below budget on cash basis
Treasurer's Report unanimously accepted (Joe moved & Howard seconded)

Vendor Evaluation: New sign installed at pool. Used red ink and already fading. Unit 313 siding needs replacing.

Old Business:

- a. Updating governing documents: discussed rentals v. owner occupied
- b. Front Gate system: Scheduled to be installed 9/17/17
- c. 7628 #117 packed unit; all issues resolved. Received clearance from Vector Control.
- d. Receipts from slab leak unit 203. Joe motioned to reimburse owner \$4,227.04 for damage to foundation. Howard seconded. Unanimous.
- e. #124 leak from #250 -letter requested. Association to write letter to upstairs owners telling them they are responsible for damages.
- f. Sidewalk repair and designated smoking areas. See landscape report.

New Business

- a. Trash enclosure: Sonia Dunn was concerned of someone going through the recycling carts. Issue resolved.
- b. 7638 #263 New window and slider-see owner requests
- c. 7626 #229-dish: given till the 15th of September to remove dish that is attached to the patio column. If not the cost of removing the dish will be passed to the owner.
- d. 7634 #352 & #353-Euc dropping "sap" on entry way. Maybe needs cleaning of front entry common area. Ask Master Clean if possible.
- e. Wood repairs: none
- f. Recording liens- none
- g. Other items for next agenda (draft of 2017 budget).

Executive Session Summary from August Meeting: Discussion re late payer.

Next Meeting 10/13/16 at 6PM, at Meeting Room at 7610 Hollister.

Meeting adjourned at 7:52PM

Submitted by Matt Mora, Scribe.

EUCALYPTUS GROVE OWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING

October 13, 2016 (6PM)

7610 Hollister Ave., Goleta (Meeting Room)

(Subject to Board's Approval)

Board members present: Craig Nicholson, Joe Mora, Cathy Leyva and Howard Lange. Jaime Escobedo absent.

Homeowners present: Sonia Dunn of Unit 309; Joan Minder Unit 102; Neil Vanderwoude of Unit 306.

Management: James Nguyen of Bartlein & Company, Inc.

Call to Order: Meeting called to order at around 6:01PM

Owners Requests:

Sonia: Noticed older man going into the trash enclosures by her unit. She saw him reach into the trash and recycle bins and remove some items. She approached him and he claimed he was picking up recyclables. Sonia told him he was on private property and he responded that lives here at the Grove. He also told her that he already had permission from Marborg and the board to remove recyclables from the bins. Craig (Board President) had already approached him and said it is not appropriate behavior but according to Sonia she saw him as early as 10/10/16. Sonia also commented on the number of cars abusing the 72 hour parking, noticed some are covered in debris and never move. Others with "fake" registration stickers. Board told her that parking is enforced around complex but it is difficult to enforce in long term parking lot as long as the registration is valid.

Joan Minder: Unit 101 had a slab leak and 203 had a leak as well. She is in between the two units and is concerned that she could be next. She requests the Association to fix the pipe in the slab prior to it leaking. Board to think and get back to her with a response for preemptive fix.

Neil Vanderwoude: Wants to install a sail awning to cover back porch. Board concerned how the awning will be anchored and worried it might fall or fly away in a wind storm. Owner needs to come back and explain how it will be securely anchored or look for another design of awning.

Approval of Prior Meeting Minutes Joe motioned to approve the prior minutes. Howard seconded. Unanimous.

Landscape Report: Smoking designated area installation complete. Making progress on repouring of sidewalk sections. In process of sidewalk repair a sinkhole was discovered due mainly to a French drain issue. Plants are on order for the front gate. Proposal issued for 7632 246-247sidewalk replacement for \$2,400. Cathy motioned to accept the proposal, Howard seconded. Joe abstained. Unanimous. Joe also hasn't had time to call Action Tree for the final round of tree trimming. Joe submitted another proposal (partial

list) to replace 20 posts and 30 rails that have rotted around the complex for \$2,980. Cathy motioned to accept proposal, Howard seconded, Joe abstained. Unanimous. Joe also mentioned that at 7602 Unit 101 the exterior wall needs to be re waterproofed. Cathy motioned to allow enviroscaping to repair the wall on a time and material basis not to exceed \$5,000. Howard seconded, Joe abstained. Unanimous.

Treasurer's Report

	Sept 2016	YTD
Total Income	\$69,758.55	\$597,931.51
Op. Expenses	25,461.25	258,910.54
Reserve Expenditures	23,851.56	39,846.56
Total Expenditures	49,312.81	298,757.10
Transfer to Reserve	20,445.74	297,948.41
Transfer from Reserve	0.00	1,877.00
Balance in Savings	\$ 2,271,502.18	
Due from Unit Owners	\$ 12,444.23	
Total Assets	\$ 2,288,946.41	

Operating Expenses are about 14.5%+ below on cash basis

Treasurer's Report unanimously accepted (Joe moved & Howard seconded)

Vendor Evaluation: Compliments received on new gate system. Sauna not operating. Smitty's Towing very slow to respond.

Old Business:

- a. Updating governing documents: in progress.
- b. Front Gate system: Fire department key doesn't work. Cathy motioned to pay \$10,500 hold \$1,000 as retention. Howard seconded. Unanimous.
- c. Receipts from slab leak from #254-still none.
- d. 7626 #229 Dish attached to bldg., lattice work- dish removed and repaired. Owner can install lattice in private patio as long as it matches rest of complex.

New Business

- a. Draft of 2017 budget- after lengthy discussion, Joe motioned Cathy seconded. Unanimous approved.
- b. Website-back up and running.
- c. 7602 #101 re waterproofing block wall-see landscape report.
- d. 7606 #306 sail awning-See owner request.
- e. Annual review or audit and tax returns-Cathy motioned to audit, Howard seconded. Unanimous.
- f. Wood repairs-7634 #352 cracked siding and trim.
- g. Switch Dec meeting date-no longer needed to have it switched.
- h. Recording liens-none.

Next Meeting 11/10/16 at 6PM, at Meeting Room at 7610 Hollister.

Meeting adjourned at 7:59PM

Submitted by Matt Mora, Scribe.

EUCALYPTUS GROVE OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
November 10, 2016 (6PM)
7610 Hollister Ave., Goleta (Meeting Room)
(Subject to Board's Approval)

Board members present: Craig Nicholson, Joe Mora, Cathy Leyva and Howard Lange. Jaime Escobedo was absent.

*Jaime Escobedo issued his resignation as treasurer. Joe motioned to accept his resignation and Cathy seconded. Unanimously approved. Cathy nominates Howard to be treasurer, and Joe seconded. Unanimous. Howard Lange will take over treasurer responsibilities until new treasurer is elected.

Homeowners present: Collin Smith of Unit 318; Don Douglas of Unit 321; Joan Minder of Unit 102; Alex Ichikawa of Unit 347.

Management: James Nguyen of Bartlein & Company, Inc.

Call to Order: Meeting called to order at around 6:05PM

Owners Requests:

Collin #318: Curious about sail awning decision from last month's meeting. Board cautioned him about the inability to secure sail awnings on all four corners and told him about other awning options pre-approved around the complex.

Don #321: Unit is a one bedroom plus den and wants to convert the den to a second bedroom for resale purposes. Has permits approved by the city of Goleta but needs board approval. Board was concerned that converting den to bedroom would invite more people to populate the complex and set precedent for future expansions. Joe motioned to deny the request for den conversion. Howard seconded. Cathy abstained. Motion to deny passed.

Joan #102: Both neighbors have had recent slab leaks and asked the board to pay for a preemptive repair while her unit is under construction. Joan is to give James a proposal from a plumber James will get a second bid and present both bids to the board to vote on approval.

Alex #347: Unit has all glass front door that was there when he bought it in 2013. Front door was installed without authorization by previous owner. Board requires its removal and owner to install acceptable door to maintain uniformity.

Approval of Prior Meeting Minutes Joe motioned to approve the prior minutes of 10/13/16, Cathy seconded. Unanimous.

Landscape Report:

Many rail posts were installed, replacing the rotted ones;

7632 concrete repaired;

7602 #101 wall resealed and was able to do it under the \$5,000 budget.

A tree fell and was removed. Joe wants permission to plant trees to fill in the void left by the fallen tree. Joe spent the \$2,500 allocated for tree trimming and to take care of the fallen tree. A motion to approve an additional \$2,500 for additional tree trimming and another \$1,000 for planting of new trees was motioned by Howard and seconded by Cathy. Passed.

Joe also reported that the landscape area by the front gate was planted and that somebody hit one of the parking lot light posts and was currently being propped up temporarily.

Treasurer's Report

	October 2016	YTD
Total Income	\$66,520.00	\$664,451.51
Op. Expenses	67,534.42	326,444.96
Reserve Expenditures	3,955.00	43,801.56
Total Expenditures	71,489.42	370,246.52
Transfer to Reserve	5,030.58	302,978.99
Transfer from Reserve	10,000.00	11,877.00
Balance in Savings	\$ 2,267,632.33	
Due from Unit Owners	\$ 13,059.18	
Total Assets	\$ 2,285,691.51	

Operating Expenses are about 16%+ below on cash basis

Treasurer's Report unanimously accepted (Cathy moved & Joe seconded)

Vendor Evaluation: Compliments to Enviroscaping for their concrete work and quick response. Sauna is also fixed.

Old Business:

- a. Updating governing documents: Craig has been talking to lawyer, she's revising the draft.

- b. Front Gate system: Cathy motioned to pay Consolidated Overhead \$1,000 retention withheld for completion of work. Joe seconded. Unanimous.
- c. Receipts from slab leak: none received from Unit #254.
- d. 7602 #306 sail awning: no update.
- e. 7602 #101 re-waterproofing block wall completed.

New Business

- a. 7602 #102-replacing pipe: see owner's request .
- b. 7606 #307-interior damage: tabled.
- c. 7632 #347-front door: see owner request
- d. 7620 #321-den conversion: see owner request.
- e. 7624 #113-hot water line to laundry possibly connected to Unit #114: exclusive water lines, association not responsible. Owners to work it out.
- f. Manhole repair & maintenance: Joe motioned to replace section of sewer pipe that is offset for \$3,675 north of pool area, and add annual cleaning for \$2,000 from Stuart's DeRooting. Cathy seconded. Unanimous
- g. Wood repairs-none
- h. Annual Meeting 1/12/17, at 6PM, at Goleta Valley Community Center
- i. Recording liens: none

Next Meeting 12/08/16 at 6PM, at Meeting Room at 7610 Hollister.

Meeting adjourned at 8:00PM

Submitted by Matt Mora, Scribe.

EUCALYPTUS GROVE OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
December 8, 2016 (6PM)
7610 Hollister Ave., Goleta (Meeting Room)
(Subject to Board's Approval)

Board members present: Craig Nicholson, Joe Mora, Cathy Leyva and Howard Lange.

Homeowners present: Mark Mullenary of Unit 307.

Management: James Nguyen of Bartlein & Company, Inc.

Call to Order: Meeting called to order at around 6:03PM

Owners Requests:

Mark of 7606 #307 reported water damage to unit due to a leak from the landscape drip line that blew. Water got into the unit through an open window. Mark requested reimbursement from association in the total of \$500.00 to cover his out of pocket deductible. His insurance is with State Farm. Board made the argument that the association is only responsible for exterior damage and common areas and his damage was interior damage so the responsibility of the repair falls to the owner. Mark then made his point that the damage was caused by exterior drip line that the association is responsible for maintaining. Board decided to discuss and make a decision soon.

Approval of Prior Meeting Minutes (11/12/16) Joe motioned to approve the prior minutes, Howard seconded. Unanimous.

Landscape Report: Tree trimming as finished. Some more trees arrived and are ready to plant around the complex. Pool leak was fixed. Envirosaping provided proposals for landscape improvements and concrete sidewalk repairs. Cathy motioned to accept proposals for landscape improvements inside the gate "east side of gate" for \$5,830.00, landscape improvements inside the gate "west side of gate" for \$6,235.00 and sidewalk repairs at building 7620 for \$9,600.00. Howard seconded. Joe abstained. Motion Passed.

Treasurer's Report

	Nov 2016	YTD
Total Income	\$64,850.00	\$729,301.51
Op. Expenses	45,696.13	372,141.09
Reserve Expenditures	6,480.00	50,281.56
Total Expenditures	52,176.13	422,422.65
Transfer to Reserve	12,673.87	315,652.86
Transfer from Reserve -0-		11,877.00
Balance in Savings	\$ 2,281.382.18	
Due from Unit Owners	\$13,415.76	
Total Assets	\$ 2,299,797.94	

Operating Expenses are about 13%+below budget on cash basis.
Treasurer's Report unanimously accepted (Cathy moved & Joe seconded)

Vendor Evaluation: Compliments to Enviroscaping and Bartlein for quick response dealing with pool leak around Thanksgiving weekend. Additional cars found without registration. A car was parked overnight in tow away zone, Smitty's was late in responding.

Old Business:

- a. Updating governing documents: Lawyer making revised draft.
- b. Receipts from #254 slab leak: none received.
- c. 7602 sail awning: owner not present.
- d. 7602 #102 replacing pipe under slab as pro-active measure; being taken care of. Assoc. paying for pipe replacement and owner paying for interior repair.
- e. 7632 #347 front door: owner not present.
- f. Annual meeting 1/12/17, 6PM at Goleta Valley Community Center.
- g. Sidewalk repair: see landscape report

New Business

- a. 7606 307-interior damage: see owners request: Joe motioned to decline owners request for reimbursement, Howard seconded. Unanimous.
- b. Wood repairs: none
- c. 7640 #269 new slider request: Cathy motioned to accept request for new slider as long as its solid glass, no grid design. Joe seconded, Howard abstained. Motion passed.
- d. Roofs/gutters: Cathy motioned to approve up to \$3,500 for checking vents, pipes and reseal chimneys. Joe seconded. Approved.
- e. Recording liens: none.
- f. Other items to be on agenda: none.

Next Meeting 1/12/17 at 6PM, at Goleta Valley Com Center (Annual & regular board meetings).

Meeting adjourned at 7:45PM

By Matt Mora, Scribe.